

**Carter Memorial Library  
Library Board Meeting  
Monday, October 19, 2020  
4:30 p.m.**

1. **Call to Order:** President Janet Abalan called the meeting to order at 4:34 p.m. via a Zoom Video Conference.

2. **Roll:** Those present were Director Julie Stobbe, President Janet Abalan, Nicole Bahn, Stacey Wright, Tom Ellis, Ann Reise, Cindy Ostrander and Eileen Cimermancic. Absent, Barbara Hodgen.

3. **Public Comments:** No public comments.

4. **Business**

- a. **Minutes:** Ellis made a motion to approve the minutes from the September 21, 2020, board meeting. Ostrander seconded and the motion passed.
- b. **Revenues:** A motion was made by Ostrander to approve the August 2020 revenues as written. The motion was seconded by Ellis. Motion passed.
- c. **Expenditures:** After a short clarification on a voucher, a motion was made by Bahn to approve the August 2020 expenditures. The motion was seconded by Ostrander. Motion carried.

5. **New Business:**

- a. No new business to discuss

6. **Informational Items:**

- a. **August 2020 Vouchers Payable**
  - No discussion other than the question during expenditure discussion.
- b. **September Donations**
  - No donations to report.
- c. **September statistics**
  - Director Stobbe indicated she had received notification from the Winnefox Library System that some of the audio books and overdrive book statistics are actually underreported due to an update in July. The correct numbers are not yet available.
  - Foot traffic is coming up slightly at the library.
  - Omro Library is now open the 2nd and 4th Saturday of the month with limited traffic.
  - A new reading program is in the works, albeit shortened from the summer program. The indicated time period is Thanksgiving through Christmas.
  - Battle of the Books is drawing in some patrons in support of the Elementary and Middle School Battle of the Books program.

**d. Director's Report:**

- Rent on the 431 E Huron St. Property is paid up until the end of 2020.
- Repairs have been made by Cory Anderson to the 429 E. Huron St. porch.
- Grabner Glass has completed repairs on the outside Library front door. White House Painting primed and painted both the front entrance door and the side door.
- The City Council has completed round one of the City budget with few questions pertaining to the 2021 proposed Library budget. Final figures will be presented to us by the end of the year with some insurance update costs.
- The new table and chairs have come in and are being assembled by library staff with the help of a volunteer. The old tables and chairs are being sold at \$20.00 per table and \$5.00 per chair.
- Director Stobbe attended a Zoom meeting with other Winnebago Library Directors. Neenah and Menasha have closed their doors to the public. Oshkosh has not opened. Winneconne is open with a maximum of 10 people.
- Omro is still doing curbside pick-up to the delight of all patrons. Staff is working out ways to handle curbside pick-up with expected snowfall in the future.
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**7. Agenda Items**

- Agenda items for November will remain the same with the addition of revenue clarifications for the benefit of new Board members.

**8. Adjournment:** Ostrander made a motion to adjourn the meeting. The motion was seconded by Wright . The motion passed and the meeting was adjourned at 4:56 p.m.

Respectfully submitted,  
Barbara Hodgen, secretary

**2020 - 2021 Board Meeting Schedule**

Meetings will be held on the third Monday of each month at 4:30 p.m., with the exception of July and December.

November 16, 2020

January 18, 2021  
February 15, 2021  
March 15, 2021  
April 19, 2021  
May 17, 2021

June 21, 2021  
August 16, 2021  
September 20, 2021  
October 18, 2021  
November 15, 2021